

Early Childhood Teacher

Overview

The Early Childhood Teacher (ECT) will confidently lead and mentor staff while supporting and driving pedagogical practices that are aligned to approved learning frameworks early learning philosophy, organisational purpose, values, policies and procedures.

Responsibilities

Gowrie Victoria is a flexible learning organisation. As such, the following is a list of indicative responsibilities for this role:

- › Lead the development, implementation and evaluation of the educational program which is informed by contemporary pedagogy and aligns with Gowrie Victoria’s purpose, values and early learning philosophy.
- › Ensure program documentation and evaluation reflects sound knowledge and understanding of approved learning frameworks and it is stimulating, engaging and enhances children’s learning and development.
- › Lead and mentor staff by role modelling professional practice, setting and maintaining clear role expectations and measuring outcomes.
- › Maintain the regulatory requirements across the educational and care programs and minimise all areas of risk via operational planning, leadership, implementation and reporting.
- › Be willing and able to be appointed as a Person in Day to Day Charge of the service and undertake the inherent requirements of this role.
- › Produce professional and accurate reports as required.
- › Engage in professional learning and support colleagues to implement learning in pursuit of continuous improvement and higher standards.
- › Engage and mentor educators to build and maintain relationships with families that are collaborative, supportive and engaging.
- › Ensure children’s health and safety is always maintained.

Relationships

Gowrie Victoria values strong professional relationships and respectful partnerships both internally and externally. Key relationships include but are not limited to the following:

Internal	External
› Children and families	› Department of Education & Training (DET)
› Educators	› Early Intervention agencies
› EL Manager and Assistant Manager	› Local Community Organisations
› Educational Leader	› Family/ Children Support Agencies
› Operations team	

	<ul style="list-style-type: none"> › Local primary schools › Sector networks › Universities and research institutions
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Required Competencies and Attributes

Knowledge, Skills & Experience

- › Comprehensive knowledge of the National Quality Framework, Education and Care Services National Regulations 2012 and Education and Care Services National Law Act 2010.
- › Comprehensive knowledge and application of approved learning frameworks through an emergent play-based curriculum.
- › Demonstrated ability to implement inclusive programs that are respectful of equity and diversity for every child.
- › Proven ability to be a reflective practitioner of performance and practice.
- › Competent across the MS Office suite of products with the ability to produce accurate reports and submissions.
- › A commitment to ongoing professional learning and development

Qualification, Certification and Training

- › Minimum three (3) year Bachelor of Education in early education and VIT registration
- › Current certifications in First Aid, CPR, Asthma Management and Anaphylaxis

Values Alignment

Gowrie Victoria’ purpose and strategy is underpinned by our values which guide us in our daily practice, decision making and actions. To be successful at Gowrie Victoria you must possess the following attributes:

- › Demonstrate the flexibility to learn and grow;
- › Invest time in building relationships;
- › Consistently pursue higher standards;
- › Cultivate a friendly and supportive environment.

Employee Position Description Acceptance

I, _____
of _____,
accept this Position Description, which is aligned to, and in accordance with, the Contract of Employment with Lady Gowrie Child Centre (Melbourne) Inc. I accept all items, tasks, content and responsibilities outlined within this position description.

Employee Name

Date: / /

Employee Signature

Manager Name

Date: / /

Manager Signature